

## ORDER FOR SUPPLIES OR SERVICES

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|  |  |   |  |   |  |  |  |  |  |
|--|--|---|--|---|--|--|--|--|--|
| 1. CONTRACT/PURCH ORDER/AGREEMENT NO<br>N00014-14-D-0377   |  | 2. DELIVERY ORDER/CALL NO<br>0001   |  | 3. DATE OF ORDER/CALL<br>(YYYYMMDD)<br>8/21/2014  |  | 4. REQUISITION/PURCH REQUEST NO<br>14PR06821-00                                    |  | 5. PRIORITY  |  |
| 6. ISSUED BY<br>Office of Naval Research<br>Brian Kehoe (703) 588-2440<br>Code 254, Brian.Kehoe@navy.mil<br>875 North Randolph Street<br>Arlington VA 22203  |  | CODE<br>N00014  |  | 7. ADMINISTERED BY (If other than 6)<br>ONR REG ADMIN ATLANTA<br>ATLANTA REGION OFFICE<br>100 ALABAMA STREET SW SUITE 4R15<br>ATLANTA GA 30303-3104 |  | CODE<br>N56020   |  | 8. DELIVERY FOB<br><input checked="" type="checkbox"/> DESTINATION<br><input type="checkbox"/> OTHER<br>(See Schedule if other)                |  |
| 9. CONTRACTOR<br>NAME AND ADDRESS<br>Advanced Technology International<br>Attn: NATALIE CORELLA<br>5300 INTERNATIONAL BLVD.<br>CHARLESTON SC 294186937   |  | CODE<br>1G3V8   |  | FACILITY  |  | 10. DELIVER TO FOB POINT BY (Date)<br>(YYYYMMDD)<br>Multiple                       |  | 11. X IF BUSINESS IS<br><input type="checkbox"/> SMALL<br><input type="checkbox"/> SMALL DISADVANTAGED<br><input type="checkbox"/> WOMEN-OWNED |  |
| 14. SHIP TO<br>Office of Naval Research<br>Attn: Nail Graf; Code 03TMT<br>875 North Randolph Street<br>Arlington VA 22203  |  | CODE<br>N00014  |  | 15. PAYMENT WILL BE MADE BY<br>DFAS COLUMB SOUTH ENTL-HQ0338<br>PO BOX 182264<br>COLUMBUS OH 43218-2264   |  | CODE<br>HQ0338   |  | MARK ALL PACKAGES AND PAPERS WITH IDENTIFICATION NUMBERS IN BLOCK 1 AND 2.   |  |
| 16. DELIVERY/ CALL<br><input checked="" type="checkbox"/> X<br>This delivery order/call is issued on another Government agency or in accordance with and subject to terms and conditions of above numbered contract.<br>Reference your<br>ACCEPTANCE. THE CONTRACTOR HEREBY ACCEPTS THE OFFER REPRESENTED BY THE NUMBERED PURCHASE ORDER AS IT MAY PREVIOUSLY HAVE BEEN OR IS NOW MODIFIED, SUBJECT TO ALL OF THE TERMS AND CONDITIONS SET FORTH, AND AGREES TO PERFORM THE SAME<br>Advanced Technology International<br>NAME OF CONTRACTOR<br>SIGNATURE<br>SCOTT A SAVOIE<br>VICE PRESIDENT<br>CORPORATE CONTRACTS<br>TYPED NAME AND TITLE<br>2014 Aug 21<br>DATE SIGNED (YYYYMMDD) |  | 17. ACCOUNTING AND APPROPRIATION DATA, LOCAL USE<br>1741319-W7KS-255-RA-G1G-0-068342-2D-01050-000-ATC0  |  | 18. ITEM NO.  |  | 19. SCHEDULE OF SUPPLIES/SERVICES<br>NAVRIS / SDN Number: 1108278<br>Continued ... |  | 20. QUANTITY ORDERED/ ACCEPTED   |  |
| 21. UNIT   |  | 22. UNIT PRICE  |  | 23. AMOUNT  |  | 24. UNITED STATES OF AMERICA<br>BY Brian Kehoe<br>CONTRACTING/ORDERING OFFICER     |  | 25. TOTAL<br>\$4,688,482.00  |  |
| 26. DIFFERENCES  |  | 27. QUANTITY IN COLUMN 20 HAS BEEN<br><input type="checkbox"/> INSPECTED <input type="checkbox"/> RECEIVED <input type="checkbox"/> ACCEPTED, AND CONFORMS TO THE CONTRACT EXCEPT AS NOTED: |  | 28. SHIP. NO.   |  | 29. D.O. VOUCHER NO.   |  | 30. INITIALS   |  |
| 31. TELEPHONE NUMBER   |  | 32. E-MAIL ADDRESS  |  | 33. PARTIAL<br>34. FINAL<br>35. PAYMENT   |  | 36. PAID BY  |  | 37. AMOUNT VERIFIED CORRECT FOR  |  |
| 38. I CERTIFY THIS ACCOUNT IS CORRECT AND PROPER FOR PAYMENT.<br>a. DATE (YYYYMMDD)<br>b. SIGNATURE AND TITLE OF CERTIFYING OFFICER  |  | 39. DATE RECEIVED (YYYYMMDD)  |  | 40. TOTAL CONTAINERS  |  | 41. S/R ACCOUNT NUMBER   |  | 42. S/R VOUCHER NO.  |  |

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED

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NAME OF OFFEROR OR CONTRACTOR

Advanced Technology International

| ITEM NO. | SUPPLIES/SERVICES  | QUANTITY | UNIT | UNIT PRICE | AMOUNT       |
|----------|--|----------|------|------------|--------------|
|          | Delivery Location Code: N00014<br>Office of Naval Research<br>Attn:<br>875 North Randolph Street<br>Suite 1425<br>Arlington VA 22203<br><br>Naval Shipbuilding and Advanced Manufacturing<br>Center of Excellence Center Operations  |          |      |            |              |
| 0001     | The contractor shall operate and manage the Navy<br>Shipbuilding and Advanced Manufacturing Center of<br>Excellence (NSAM COE) in accordance with the<br>attached Statement of Work (Attachment 1)<br>Award Type: Cost-plus-fixed-fee<br>Total Estimated Cost: \$1,716,983.00<br>Fixed Fee: \$77,043.00<br>Completion Form<br><br>Period of Performance: 08/21/2014 to 08/20/2016  |          |      |            | 1,794,026.00 |
| 000101   | Incremental Funding for CLIN 0001<br>ACRN AA<br>(Qty:1 and Amt: \$150,000.00)<br><br>Naval Shipbuilding and Advanced Manufacturing<br>Center of Excellence Center Operations   |          |      |            |              |
| 0002     | OPTION 1: The contractor shall operate and<br>manage the Navy Shipbuilding and Advanced<br>Manufacturing Center of Excellence (NSAM COE) in<br>accordance with the attached Statement of Work<br>(Attachment 1)<br>Award Type: Cost-plus-fixed-fee<br>Total Estimated Cost: \$899,293.00<br>Fixed Fee: \$40,174.00<br>Completion Form<br>Amount: \$939,467.00 (Option Line Item)<br><br>Period of Performance: 08/21/2016 to 08/20/2017<br><br>Naval Shipbuilding and Advanced Manufacturing<br>Center of Excellence Center Operations |          |      |            | 0.00         |
| 0003     | OPTION 2: The contractor shall operate and<br>Continued ...  |          |      |            | 0.00         |

## CONTINUATION SHEET

REFERENCE NO. OF DOCUMENT BEING CONTINUED  
N00014-14-D-0377/0001PAGE OF  
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NAME OF OFFEROR OR CONTRACTOR

Advanced Technology International

| ITEM NO. | SUPPLIES/SERVICES  | QUANTITY | UNIT | UNIT PRICE | AMOUNT |
|----------|--|----------|------|------------|--------|
| 0004     | <p>manage the Navy Shipbuilding and Advanced Manufacturing Center of Excellence (NSAM COE) in accordance with the attached Statement of Work (Attachment 1)</p> <p>Award Type: Cost-plus-fixed-fee</p> <p>Total Estimated Cost: \$923,202.00</p> <p>Fixed Fee: \$41,301.00</p> <p>Completion Form</p> <p>Amount: \$964,503.00 (Option Line Item)</p> <p>Period of Performance: 08/21/2017 to 08/20/2018</p> <p>Naval Shipbuilding and Advanced Manufacturing Center of Excellence Center Operations</p> <p>OPTION 3: The contractor shall operate and manage the Navy Shipbuilding and Advanced Manufacturing Center of Excellence (NSAM COE) in accordance with the attached Statement of Work (Attachment 1)</p> <p>Award Type: Cost-plus-fixed-fee</p> <p>Total Estimated Cost: \$948,045.00</p> <p>Fixed Fee: \$42,441.00</p> <p>Completion Form</p> <p>Amount: \$990,486.00 (Option Line Item)</p> <p>Period of Performance: 08/21/2018 to 08/20/2019</p> <p>Accounting Summary</p> <p>AA</p> <p>1741319-W7KS-255-RA-G1G-0-068342-2D-01050-000-ATC</p> <p>0 \$150,000.00</p> <p>The total amount of the base and exercised options is \$1,794,026.</p> <p>The obligated amount of award: \$150,000.00. The total for this award is shown in box 25.</p> |          |      |            | 0.00   |

## **SECTION C - Description/Sepecifications**

### *ONR 0095 Statement of Work- Task Order*

The services to be performed hereunder shall be subject to the requirements and standards contained in Exhibit A and the following paragraph.

The Contractor shall provide all necessary personnel and facilities to perform the services under CLIN 0001 (and 0002 through 0004, if exercised) in accordance with tasks 2.0 through 2.6 of the Statement of Work, Attachment Number 1, of this task order.

### *ONR 0095\* Statement of Work- Task Order Continued*

If Option 1 is exercised, the Contractor shall furnish all necessary personnel and facilities to provide the services in accordance with tasks 2.0 through 2.6 as required by the Statement of Work, Attachment Number 1 of this task order. Services shall be provided from the date the option is exercised through 12 months thereafter.

If Option 2 is exercised, the Contractor shall furnish all necessary personnel and facilities to provide the services in accordance with tasks 2.0 through 2.6 as required by the Statement of Work, Attachment Number 1 of this task order. Services shall be provided from the date the option is exercised through 12 months thereafter.

If Option 3 is exercised, the Contractor shall furnish all necessary personnel and facilities to provide the services in accordance with tasks 2.0 through 2.6 as required by the Statement of Work, Attachment Number 1 of this task order. Services shall be provided from the date the option is exercised through 12 months thereafter.

### *ONR 0122 Task Order*

This task order award is applicable to CLIN 0001 of the basic contract, N00014-14-D-0377.

## **SECTION D - Packaging and Marking**

This section intentionally left blank. See Basic IDIQ contract

## **SECTION E - Inspection and Acceptance**

### *ONR 0120 Inspection and Acceptance- Order*

Inspection and acceptance of deliveries under this order will be accomplished by the Program Officer designated below, who shall have thirty (30) days after delivery for acceptance.

Office of Naval Research  
Attn: Neil Graf, Code 03TMT  
875 North Randolph Street  
Arlington, VA 22203-1995  
Telephone: 703 696-0344  
E-Mail: neil.graf@navy.mil

## **SECTION F - Deliveries and Performance**

### *ONR 0043 Period of Performance for Task Order*

The services performed under CLIN 0001 shall be conducted from date of task order award through twenty-four (24) months.

### *ONR 0043\* Period of Performance for Task Order- Continued*

If Option 1 is exercised, the services performed under CLIN 0002 shall be from date of option award through 12 months thereafter.

If Option 2 is exercised, the services performed under CLIN 0003 shall be from date of option award through 12 months thereafter.

If Option 3 is exercised, the services performed under CLIN 0004 shall be from date of option award through 12 months thereafter.

### *ONR 0119 Deliverable/Distribution- Task Order*

Distribution, consignment and marking instructions for all deliverables under this task order shall be F.O.B. Destination in accordance with Enclosure Number 1 of Exhibit A. The address for the cognizant Program Officer is in Block 14 on the DD Form 1155 (Page 1) of this task order for items that cannot be sent electronically.

## **SECTION G - Contract Administration Data**

### *DFAR 252.232-7006 Wide Area WorkFlow Payment Instructions. (MAY 2013)*

(a) *Definitions.* As used in this clause-

*Department of Defense Activity Address Code (DoDAAC)* is a six position code that uniquely identifies a unit, activity, or organization.

*Document type* means the type of payment request or receiving report available for creation in Wide Area WorkFlow (WAWF).

*Local processing office (LPO)* is the office responsible for payment certification when payment certification is done external to the entitlement system.

(b) *Electronic invoicing.* The WAWF system is the method to electronically process vendor payment requests and receiving reports, as authorized by DFARS 252.232-7003, Electronic Submission of Payment Requests and Receiving Reports.

(c) *WAWF access.* To access WAWF, the Contractor shall-

(1) Have a designated electronic business point of contact in the System for Award Management at <https://www.acquisition.gov>; and

(2) Be registered to use WAWF at <https://wawf.eb.mil/> following the step-by-step

procedures for self-registration available at this web site.

(d) *WAWF training.* The Contractor should follow the training instructions of the WAWF Web-Based Training Course and use the Practice Training Site before submitting payment requests through WAWF. Both can be accessed by selecting the "Web Based Training" link on the WAWF home page at <https://wawf.eb.mil/>

(e) *WAWF methods of document submission.* Document submissions may be via web entry, Electronic Data Interchange, or File Transfer Protocol.

(f) *WAWF payment instructions.* The Contractor must use the following information when submitting payment requests and receiving reports in WAWF for this contract/order:

(1) *Document type.* The Contractor shall use the following document type(s).

Cost Voucher.

*Note: If a "Combo" document type is identified but not supportable by the Contractor's business systems, an "Invoice" (stand-alone) and "Receiving Report" (stand-alone) document type may be used instead.)*

(2) *Inspection/acceptance location.* The Contractor shall select the following inspection/acceptance location(s) in WAWF, as specified by the contracting officer.

Not applicable.

(3) *Document routing.* The Contractor shall use the information in the Routing Data Table below only to fill in applicable fields in WAWF when creating payment requests and receiving reports in the system.

#### **Routing Data Table\***

| <i>Field Name in WAWF</i> | <i>Data to be entered in WAWF</i> |
|---------------------------|-----------------------------------|
| Pay Official DoDAAC       | HQ0338                            |
| Issue By DoDAAC           | N00014                            |
| Admin DoDAAC              | N66020                            |
| Inspect By DoDAAC         | NA                                |
| Ship To Code              | NA                                |
| Ship From Code            | NA                                |
| Mark For Code             | NA                                |
| Service Approver (DoDAAC) | NA                                |
| Service Acceptor (DoDAAC) | NA                                |
| Accept at Other DoDAAC    | NA                                |
| LPO DoDAAC                | NA                                |
| DCAA Auditor DoDAAC       | HAA632                            |
| Other DoDAAC(s)           | NA                                |

*(\*Contracting Officer: Insert applicable DoDAAC information or "See schedule" if multiple ship to/acceptance locations apply, or "Not applicable.")*

(4) *Payment request and supporting documentation.* The Contractor shall ensure a payment request includes appropriate contract line item and subline item descriptions of the work performed or supplies delivered, unit price/cost per unit, fee (if applicable), and all relevant back-up documentation, as defined in DFARS Appendix F, (e.g. timesheets) in support of each payment request.

(5) *WAWF email notifications.* The Contractor shall enter the e-mail address identified below in the "Send Additional Email Notifications" field of WAWF once a document is submitted in the system.

[(Contracting Officer: Insert applicable email addresses or "Not applicable.")]  
Not applicable

(g) *WAWF point of contact.* (1) The Contractor may obtain clarification regarding invoicing in WAWF from the following contracting activity's WAWF point of contact.

For clarification regarding invoicing contact: Navy WAWF Help Line: 1-800-756-4571 (Option 6). For Payment Issues Only contact: ONR.NCR.BD021.list.All@navy.mil

(2) For technical WAWF help, contact the WAWF helpdesk at 866-618-5988.

(End of clause)

*PGI\* 252.204-0002 PGI: Line Item Specific: Sequential ACRN Order*

These instructions are provided for the Contract Payment Office (DFAS Columbus) only, and are not contractor instructions.

There is more than one ACRN within a contract line item (i.e., informational subline items contain separate ACRNs), and the contracting officer intends funds to be liquidated in ACRN order.

This applies to all CLIN(s) and/or all SLIN(s).

*ONR 0046 Invoices*

Invoices shall be submitted in accordance with Section G of the basic contract or ordering agreement.

*ONR 0047 Allotment of Funds- Task Order*

- (a) It is hereby understood and agreed that this task order will not exceed a total amount of \$1,794,026; including an estimated cost of \$1,716,983 and a fixed fee of \$77,043.
- (b) CLIN 0001 will not exceed a total amount of \$1,794,026, including an estimated cost of \$1,716,983 and a fixed fee of \$77,043. The total amount presently available for payment and allotted to CLIN 0001 of this order is \$150,000, including an estimated cost of \$143,558 and a fixed fee of \$6,442. It is estimated that the amount allotted of \$150,000 will cover the period from date of award through October 21, 2014.

*ONR 0118 Type of Order*

This is a Cost plus Fixed Fee task order.

*ONR 5252.204-9722 Electronic Document Access (APR 2012)*

The Office of Naval Research (ONR) award and modification documents are now available via the Electronic Document Access System (EDA). EDA is a web-based system that provides secure online access, storage, and retrieval of awards and modifications to Department of Defense (DoD) employees and vendors. An ONR representative will enter the contact information for vendor notification of up to two (2) vendor representatives into EDA for each contract. Once an executed ONR contract document is loaded into EDA, the designated vendor representative(s) will automatically receive an email notification that the document is available in EDA. The vendor is responsible for retrieving the document from EDA; ONR will no longer mail hard copies to vendors.

Each vendor is responsible for providing ONR with their vendor representatives' contact information as well as any changes to their contact information for each ONR contract. Vendors shall submit EDA vendor representative contact information changes to the cognizant ONR Contract Specialist or Contracting Officer of each ONR contract. Each request to change EDA vendor representative contact information shall include the following information:

1. Contract number
2. Email address
3. First name
4. Last name
5. Organization

Users must be aware that EDA inactivates user accounts for non-use after 90 days. Failure to use your account will result in inactivation. A password reset and EDA POC approval is required to reactivate account.

## **SECTION H - Special Contract Requirements**

### *ONR 0070 Consent to Subcontract and/or Hire Consultants*

The services of the following subcontractors and/or consultants have been identified as necessary for the performance of this contract:

(Amounts shown below are inclusive of the base period AND unexercised option years.)

Edison Welding Institute \$91,607  
Pennsylvania State University \$240,284

Bob Schaffran: \$130/HR; \$187,200 Labor /\$37,890 Travel  
Barry Espeseth: \$125/HR ; \$20,000 Labor /\$8,460 Travel

The preceding listing of subcontracts were evaluated during negotiations as required by Paragraph (j) of the contract clause at FAR 52.244-2 entitled "Subcontracts" and therefore do not require consent in accordance with paragraphs (c) and (e) of the Subcontracts clause. This consent is based upon the information submitted by the prime contractor in accordance with FAR 52.244-2 (e) (1) (i) through (vii).

For additional subcontracts beyond those listed above, the Contracting Officer's written consent to subcontract is only required in accordance with Paragraphs (b), (c), and (d) of FAR 52.244-2.

ONR has delegated contract administration to the Administrative Contracting Officer (ACO) at the cognizant Contract Administration Office (Block 7 of this DD Form 1155 or Block 6 of the Standard Form 26). Although ONR has provided authority to subcontract for the preceding list of subcontracts, ONR is not retaining any post award function for the consent of subcontracts in accordance with FAR 42.302(a)(51). Therefore, any consents to subcontract required in accordance with FAR 52.244-2 after contract award shall be submitted to the ACO for action.

### *ONR 0121 Subsequent Task Order*

The procedures for subsequent task order competition and for evaluation of the proposals are described in Section H of the basic contract. With the inclusion of this clause, the contracting officer is providing fair



notice of the Government's intent to place a subsequent task order and an opportunity for any submitted proposal to be fairly considered for that subsequent task order listed on Exhibit A, the DD1423. A description of the goals for the subsequent task order is located in N00014-14-D-0377.

*ONR 5252.237-9705 Key Personnel (DEC 1988)*

- (a) The Contractor agrees to assign to the contract tasks those persons whose resumes were submitted with its proposal and who are necessary to fulfill the requirements of the contract as "key personnel". No substitutions may be made except in accordance with this clause.
- (b) The Contractor understands that during the first ninety (90) days of the contract performance period, no personnel substitutions will be permitted unless these substitutions are unavoidable because of the incumbent's sudden illness, death or termination of employment. In any of these events, the Contractor shall promptly notify the Contracting Officer and provide the information described in paragraph (c) below. After the initial ninety (90) day period the Contractor must submit to the Contracting Officer all proposed substitutions, in writing, at least 30 days in advance, 90 days if security clearance must be obtained, of any proposed substitution and provide the information required by paragraph (c) below.
- (c) Any request for substitution must include a detailed explanation of the circumstances necessitating the proposed substitution, a resume for the proposed substitute, and any other information requested by the Contracting Officer. Any proposed substitute must have qualifications equal to or superior to the qualifications of the incumbent. The Contracting Officer or his/her authorized representative will evaluate such requests and promptly notify the Contractor in writing of his/her approval or disapproval thereof.
- (d) In the event that any of the identified key personnel cease to perform under the contract and the substitute is disapproved, the contract may be immediately terminated in accordance with the Termination clause of the contract.

The following are identified as key personnel:

Director: Kevin Carpentier  
Technical Director: Bob Schaffran  
Deputy Director: Dale Orren  
Business Manager: Larry Karns

## **SECTION J - List of Documents, Exhibits and Other Attachments**

| Attachment Number | Attachment Title           | Date       | Number of Pages | Cross Reference Materials | Document Version |
|-------------------|----------------------------|------------|-----------------|---------------------------|------------------|
| Exhibit A         | CDRLS                      | 08/19/2014 | 2               |                           | BASE             |
| Encl. 1           | Enclosure 1                | 08/20/2014 | 2               |                           | BASE             |
| 1                 | NSAM COE Statement of Work | 08/20/2014 | 8               |                           | BASE             |



| CONTRACT DATA REQUIREMENTS LIST<br>(2 Data Items)   |  |   |                 |   |  |  |   |                  |                       | Form Approved<br>OMB No. 0704-0188 |  |
|---|--|---|-----------------|---|--|--|---|------------------|-----------------------|------------------------------------|--|
| The public reporting burden for this collection of information is estimated to average 220 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing the burden, to the Department of Defense, Executive Service Directorate (0704-0188). Respondents should be aware that notwithstanding any other provision of law, no person shall be subject to any penalty for failing to comply with a collection of information if it does not display a currently valid OMB control number. Please do not return your form to the above organization. Send completed form to the Government/Testing Contracting Officer for the Contract/PR No. listed in Block E. |  |   |                 |   |  |  |   |                  |                       |                                    |  |
| A. CONTRACT LINE ITEM NO.<br>0001 (0002-0004 if exercised)  |  |   | B. EXHIBIT<br>A |   | C. CATEGORY:<br>TOP _____ TIF _____ OTHER <b>X</b> |  |   |                  |                       |                                    |  |
| D. SYSTEM/ITEM<br>NSAM Delivery Order 0001  |  |   |                 | E. CONTRACT/PR NO.<br>N00014-14-D-0377-0001 |  |  | F. CONTRACTOR<br>ATI dba SCRA Applied R&D |                  |                       |                                    |  |
| 1. DATA ITEM NO.<br>A003  |  | 2. TITLE OF DATA ITEM<br>Contract Final Report                                |                 |   |  | 3. SUBTITLE  |   |                  |                       |                                    |  |
| 4. AUTHORITY (Data Acquisition Document No.)  |  |   |                 | 5. CONTRACT REFERENCE<br>See Section C      |  |  | 6. REQUIRING OFFICE<br>ONR Code 03TMT     |                  |                       |                                    |  |
| 7. DD 250 REQ<br>No   |  | 9. DIST STATEMENT<br>REQUIRED   |                 | 10. FREQUENCY<br>OTIME                      |  | 12. DATE OF FIRST SUBMISSION<br>See BLK 16         |   | 14. DISTRIBUTION |                       |                                    |  |
| 8. APP CODE<br>A  |  | See Block 16  |                 | 11. AS OF DATE<br>See BLK 16                |  | 13. DATE OF SUBSEQUENT<br>SUBMISSION<br>See BLK 16 |   | a. ADDRESSEE     |                       | b. COPIES                          |  |
| 16. REMARKS<br>Contractor format is acceptable as approved by ONR program officer. Report shall provide a summary of all work completed during the contract period.<br><br>Block 9: Distribution Statement D unless otherwise directed by ONR Program Officer<br><br>Block 11-13: Draft Due 10 days after completion of last technical project unless otherwise directed by ONR Program Officer. Final Report due 10 days after receipt of comments from ONR program officer, unless otherwise directed.  |  |   |                 |   |  |  |   | Draft            |                       | Final                              |  |
|   |  |   |                 |   |  |  |   | Reg              |                       | Repro                              |  |
|   |  |   |                 |   |  |  |   | 0                |                       | 0                                  |  |
| 15. TOTAL   |  |   |                 |   |  |  |   | 0                |                       | 0                                  |  |
| 1. DATA ITEM NO.<br>A004  |  | 2. TITLE OF DATA ITEM<br>All other COE-Level Program Deliverables as Required |                 |   |  | 3. SUBTITLE  |   |                  |                       |                                    |  |
| 4. AUTHORITY (Data Acquisition Document No.)  |  |   |                 | 5. CONTRACT REFERENCE<br>See Section C      |  |  | 6. REQUIRING OFFICE                       |                  |                       |                                    |  |
| 7. DD 250 REQ<br>No   |  | 9. DIST STATEMENT<br>REQUIRED   |                 | 10. FREQUENCY<br>ASREQ                      |  | 12. DATE OF FIRST SUBMISSION<br>ASREQ              |   | 14. DISTRIBUTION |                       |                                    |  |
| 8. APP CODE<br>N/A  |  | See Block 16  |                 | 11. AS OF DATE<br>ASREQ                     |  | 13. DATE OF SUBSEQUENT<br>SUBMISSION<br>ASREQ      |   | a. ADDRESSEE     |                       | b. COPIES                          |  |
| 16. REMARKS<br>This item is for data call responses and other COE-level documents, including but not limited to fiscal planning spreadsheets or benchmark information, as requested by the ONR ManTech Director, Program Office, or their designees (support contractor, etc.).<br><br>Contractor format is acceptable, unless ONR Program Officer format specified with applicable data call or applicable ManTech guidance documents.<br><br>9. Distribution statement to be provided as per specific deliverable document  |  |   |                 |   |  |  |   | Draft            |                       | Final                              |  |
|   |  |   |                 |   |  |  |   | Reg              |                       | Repro                              |  |
|   |  |   |                 |   |  |  |   | 0                |                       | 0                                  |  |
| 15. TOTAL   |  |   |                 |   |  |  |   | 0                |                       | 0                                  |  |
| G. PREPARED BY<br>Neil Graf   |  |   |                 | H. DATE<br>20140814                         |  | I. APPROVED BY<br>Brian Keloe, Contracting Officer |   |                  | J. DATE<br>08/20/2014 |                                    |  |

**ENCLOSURE NUMBER 1  
CONTRACT DATA REQUIREMENTS LIST  
INSTRUCTIONS FOR DISTRIBUTION**

**DISTRIBUTION OF TECHNICAL REPORTS AND FINAL REPORT**  
(A SF 298 must accompany the final report)

| ADDRESSEE  | DODAAC<br>CODE | NUMBER OF COPIES            |   |
|--|----------------|-----------------------------|---|
|  |                | UNCLASSIFIED<br>/ UNLIMITED | UNCLASSIFIED<br>/ LIMITED AND<br>CLASSIFIED |
| Program Officer: Neil Graf<br>ONR Code 03TMT<br>E-Mail: <a href="mailto:neil.graf@navy.mil">neil.graf@navy.mil</a>   | N00014         | 1                           | 1   |
| Administrative Contracting Officer*  | N66020         | 1                           | 1   |
| Director, Naval Research Lab<br>Attn: Code 5596<br>4555 Overlook Avenue, SW<br>Washington, D.C. 20375-5320<br>E-mail: <a href="mailto:reports@library.nrl.navy.mil">reports@library.nrl.navy.mil</a> | N00173         | 1                           | 1   |
| Defense Technical Information Center<br>8725 John J. Kingman Road<br>STE 0944<br>Ft. Belvoir, VA 22060-6218<br>E-mail: <a href="mailto:lr@dtic.mil">lr@dtic.mil</a>                                  | HJ4701         | 1                           | 1   |

\* Send only a copy of the transmittal letter to the Administrative Contracting Officer; do not send actual reports to the Administrative Contracting Officer.

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- Electronic submission to DTIC shall be unclassified/unlimited reports. If submission is for limited documents please send them in on a disk or sign up for DTIC's web-based document submission system at <http://www.dtic.mil>. DTIC prefers .pdf, .tif, and .ps files; however, other formats will also be accepted. **NOTE:** DTIC can no longer accept the following file types via email: password protected, zipped or compressed files, file with the extensions: \*.vbs, \*.cmd, \*.exe, \*.bat, \*.com, \*.mp3, \*.eml and \*.dll.

If the Program Officer directs, the Contractor shall make additional distribution of technical reports in accordance with a supplemental distribution list provided by the Program Officer.

**DISTRIBUTION OF PROGRESS REPORTS, which are NOT, Technical Reports**

The minimum distribution for reports that are not technical reports is as follows:

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| Program Officer: Neil Graf<br>ONR Code 03TMT<br>E-Mail: neil.graf@navy.mil<br>Office of Naval Research<br>875 North Randolph St.<br>Arlington, VA 22203-1995 | N00014         | 1                           | 1  |
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**Naval Shipbuilding and Advanced Manufacturing  
Center of Excellence (NSAM COE)  
STATEMENT OF WORK  
Center Operations & Management**

## **1.0 Overview**

### **1.1 Background of Navy Manufacturing Technology (ManTech) Program**

The Secretary of Defense established a Manufacturing Technology Program to further the national security objectives of Section 2501(a) of U. S. Code Title 10 – Armed Forces, through the development and application of advanced manufacturing technologies and processes that will reduce the acquisition and supportability costs of defense weapon systems and reduce manufacturing and repair cycle times across the life cycles of such systems. The purpose of the program is to improve the manufacturing quality, productivity, technology, and practices of business and workers providing goods and services to the Department of Defense (DoD). DoD Directive 4200.15 implements the Manufacturing Technology Program, and it dictates that DoD is to rely on private sector investment and the “free enterprise” system to provide the manufacturing technology necessary to produce DoD material. The Directive mandates ManTech investments are to be directed at improving the quality, productivity, technology, and practices of business and workers providing goods and services to the DoD.

The Navy Manufacturing Technology (ManTech) Program, operated out of the Office of Naval Research (ONR), is focused on affordability improvements for specific key acquisition platforms as defined in the Navy ManTech Investment Strategy. Key platforms currently targeted include: the CVN 78 Class carrier; the DDG 51 Class destroyer; the VIRGINIA Class Submarine / OHIO Replacement Program; the Littoral Combat Ship (LCS); and the Joint Strike Fighter (JSF). ONR ManTech helps these Navy programs achieve their respective affordability goals by transitioning developed manufacturing technology which, when implemented, results in needed cost reduction or cost avoidance.

Navy ManTech executes through Centers of Excellence using this key acquisition platform approach to develop cost reduction/avoidance platform portfolios and specific projects. There are presently seven Navy ManTech Centers of Excellence (COEs), and they serve as focal points for the development and technology transfer of new and advanced manufacturing processes and technology in a cooperative environment with industry, academia, and the Naval Research Enterprise. The COEs serve as corporate repositories of expertise in particular technological areas and collaborate with acquisition Program Executive Offices (PEOs) / Program Offices (POs) and relevant industry

to identify and resolve manufacturing issues impacting the key Navy acquisition platforms. The COEs develop and demonstrate manufacturing technology solutions for identified Navy manufacturing requirements, provide consulting services to naval industrial activities and industry, and facilitate the implementation of developed manufacturing technologies.

## **1.2 Overview of NSAM COE**

Inasmuch as the assigned missions of the Office of Naval Research (ONR) Manufacturing Technology (ManTech) Naval Shipbuilding and Advanced Manufacturing Center of Excellence (NSAM COE) are dynamic, this Statement of Work (SOW) is not intended to be all-inclusive or restrictive, but is intended to provide a broad framework and general scope of the work to be performed at the NSAM COE. This SOW does not represent a commitment to, or imply funding for, specific projects or programs. The ONR ManTech work requirements are developed through strategic planning and program plans.

The Contractor shall, in accordance with the provisions of this Contract, provide the resources, intellectual leadership, and management expertise necessary and appropriate to managing and operating the NSAM COE to accomplish its primary mission. The primary mission of the NSAM COE is to develop advanced manufacturing technologies and deploy them in U.S. shipyards and other relevant industry, with the goal of facilitating industry improvements and ultimately reducing the cost and time required to build and repair naval ships and other key naval platforms, as defined in the ONR ManTech Investment Strategy.

In addition, the NSAM COE shall perform all supporting functions for a Navy ManTech Center of Excellence, such as serving as a corporate repository of expertise in its particular technological area; performing special projects and industry surveys related to the mission as required; planning and conducting outreach activities to increase awareness of the NSAM COE and disseminate manufacturing technology throughout the nation's shipyards and industrial base to achieve additional implementations beyond the primary implementation site; and any other functions as assigned by the ONR ManTech Division.

## **1.3 NSAM COE Core Mission and Scope of Work**

The core mission and function of the NSAM COE is to identify, develop, and facilitate the deployment of, to U.S. shipyards and other industrial facilities, advanced shipbuilding and manufacturing technologies to reduce the cost and time to build and repair key naval platforms.

The primary focus of the Center is expected to be on shipbuilding and shipyard improvements as reflected in the current Navy ManTech Investment Strategy which is focused largely on submarine, carrier, and surface combatant platforms. However, since the current ManTech Investment Strategy also includes the F-35 Joint Strike Fighter, projects intended to help aircraft assembly and fabrication may be developed and executed through the NSAM COE as well. Based on the

current Navy ManTech Investment Strategy, it is anticipated that ~75-80% of projects and funding would be directed towards shipbuilding-related efforts, with the balance directed towards aircraft assembly and related efforts. However, as the Navy ManTech Investment Strategy is updated annually, the percentage of work assigned to various platforms is expected to vary over time.

In accomplishing its mission, the NSAM COE will work closely with the Navy's acquisition community as well as Navy shipyards and other relevant industrial facilities to identify manufacturing technology issues that negatively impact shipyard or facility output or products, with respect to both cycle-time and cost.

The NSAM COE will then solicit, select, award, and manage projects to address the identified cycle-time and cost reduction issues.

Types of technology areas include, but are not limited to, the following:

- Design for Producibility/Design for Manufacturability
- Development of build/assembly strategies
- Modeling and Simulation technologies
- Model-based tools and approaches to optimize producibility
- Intelligent manufacturing planning and factory execution
- Elimination of inefficiencies in design optimization, material usage, labor utilization, work flow, etc.
- Supply chain procedures and improvements, such as network centric manufacturing capabilities to facilitate resilient and adaptable supply chains
- Development of more efficient structural fabrication product lines
- Streamlining of outfitting operations
- Prediction and reduction of weld distortion
- Inspection technologies, such as digital radiography, ultrasonic inspections, etc.

The Contractor will operate and manage the NSAM COE in its mission to develop naval platform-related manufacturing technologies and transition the technology for implementation in U.S. shipyards and other industrial facilities. In addition to accomplishing the NSAM COE's core mission, the Contractor shall manage, operate, sustain, and enhance the NSAM COE's ability to function as an ONR ManTech Center of Excellence.

The Contractor shall, with the highest degree of vision, quality, integrity, and technical excellence, maintain a strong scientific and engineering resource base responsive to manufacturing technology issues of national importance. The scope of work of this Contract includes:

1. Operating and managing the COE in an efficient, cost effective, and innovative manner to accomplish its core mission of developing and



facilitating the implementation of advanced manufacturing technologies to U.S. shipyards and other industrial facilities to reduce the cost and time to build and repair key naval platforms. (Section 2.0)

2. Organizing, facilitating and executing a naval platform and shipyard/industrial base driven project selection process, supporting the key naval platform programs identified by the ONR ManTech Investment Strategy and the ONR Program Officer, in order to recommend technical work. Projects selected should be important to both the Navy and the naval industrial base that builds and/or repairs naval platforms. (Section 3.0).
3. Initiating and managing ManTech projects approved by the ONR Program Officer. Management of projects should include the use of an earned-value or similar methodology that tracks and relates technical progress, schedule, and funding. (Section 3.0)
4. Providing support of special projects or non-ManTech funded projects that relate to the COE mission, as directed by the ONR Program Officer. (Section 3.0)
5. Providing all required reporting, including COE-level and project-level deliverables, for the evaluation of the technical and financial progress of the Center and of each technical project. (Sections 2.0 and 3.0)
6. Planning, coordinating, and conducting outreach activities and projects to increase awareness of the NSAM COE and to facilitate technology transition and implementation of ManTech-developed manufacturing technology at additional shipyards and industrial facilities beyond the initial implementation site of any particular technical project. (Section 2.0)
7. Traveling in support of the NSAM COE. Travel shall be planned and conducted in such a fashion to provide maximum flexibility and use of time in support of the COE. All travel shall be in accordance with the FAR and applicable federal travel regulations. (Sections 2.0 and 3.0)

## **2.0 Delivery Order 0001: COE Operations and Management**

The Contractor shall operate the NSAM COE to function as an ONR ManTech Center of Excellence to serve as a national resource in shipbuilding and advanced manufacturing technology in general and to accomplish the NSAM COE's core mission in particular. The Contractor shall manage and operate the COE in an efficient, cost effective, and innovative manner -- developing strategies to plan, track, and analyze projects and expenditures to ensure efficient operation of the COE.

## **2.1 Center Operations**

NSAM COE operations can be broken down into the following activities:

### **2.1.1 COE Core Mission Management and Support Activities**

The Contractor shall provide management and programmatic support as required to accomplish the NSAM COE core mission of identifying, developing, and transitioning advanced shipbuilding and manufacturing technology to U.S. shipbuilders and other relevant defense industry (as detailed in Section 3.0). In so doing, this includes but may not be limited to:

- Managing the NSAM COE as a whole.
- Submitting COE-level deliverables as directed by the ONR Program Officer and as specified in the Annual ManTech Guidance.
- Responding to “data calls” as requested by the ONR ManTech Director, the ONR Program Officer, or their representatives.

### **2.1.2 Naval Technical Advisor Activities**

The Contractor shall provide technical assessments and recommendations on specific shipbuilding and other naval related technologies as required by the Government. Reports delivered to the Government shall include independent analyses and specific recommendations by the Contractor. The Contractor shall avoid any conflicts of interest and act as an independent advisor (honest broker) to the Government. As a result of such in-house support, the Contractor may be ineligible on Organizational Conflict of Interest (OCI) grounds from performing the actual development work on the recommended technologies. The Contractor will provide management, control, and support for Navy and DoD funded developments and coordinate the research of participating government, industry, and academic organizations.

**Special Projects:** As part of Naval Technical Advisor Activities, the Contractor shall perform Special Projects as directed by the ONR ManTech Division. Special Projects may include, but are not limited to, the following: support to Navy PEOs, POs, and PMSs/PMAs, such as the development of build strategies; participation in shipyard or other relevant industrial base benchmarking surveys; development of technology roadmaps; assessments of foreign shipbuilding or other naval related technologies; and other shipbuilding or naval technology-related tasks as assigned.

### **2.1.3 Connectivity to Shipyards and Other Key Naval Industries**

The Contractor shall develop and maintain working relationships and technical interchanges with shipyards and/or other relevant industries

utilizing these relationships to facilitate technology transfer to the nation's shipyards and other defense industries.

#### **2.1.4 Outreach Activities**

The Contractor shall perform outreach activities as approved by the ONR Program Officer. The objectives of these activities are to encourage partnering with government, industry, and academic organizations and to facilitate transfer of developed manufacturing technologies to achieve implementation beyond the primary shipyard(s) or industrial facility on any particular project team. This includes, but is not limited to, the following:

- Providing uninterrupted maintenance of a NSAM COE public domain website and server.
- Providing promotional materials and logistics support for exhibits, demonstrations, conferences, workshops, and displays.
- Attending and showcasing the NSAM COE mission and accomplishments at specific conferences and trade shows, such as the Defense Manufacturing Conference, ShipTech, and other related Advance Manufacturing Technology Workshop and conferences. Attendance and exhibition at trade shows, conferences, and the like must be approved in advance by the ONR Program Officer or ManTech Director. Typically this is 3-6 events annually.
- Distributing a physical and/or electronic newsletter on a minimum quarterly basis to key government and industry personnel.

## **2.2 Center Business Operations**

The Contractor shall manage and administer a system of internal controls for all COE business and administrative operations. Management of the NSAM COE business and administrative operations shall include integrating common systems of internal controls across the NSAM COE and implementing business processes that are risk-based, cross-functional, and cost-effective; that optimize and streamline operations; and that increase efficiency and enhance productivity. Included shall be plans to accomplish the following:

### **2.3.1 COE Performance Management**

The Contractor shall develop and institute an in-house financial management system (Earned Value Management System (EVMS) or equivalent) to help the ONR Program Officer measure the performance and effect corrective actions as needed for each technical project. This system must be capable of accurately tracking expenditures, analyzing the expenditure of funds in light of work accomplished, and quantifying technical problems in terms of cost and schedule. Favorable and unfavorable cost and/or schedule variances that exceed +/- 10% shall be identified and reported along with proposed corrective actions. This does not need to be a complex EVMS. It is intended to provide a simple means of correlating technical progress to budget progress.

### **2.3.2 COE Performance to Fiscal Benchmarks**

The Contractor shall develop a plan to meet the Navy's obligation and expenditure fiscal benchmarks, track center performance with respect to these benchmarks, and develop "get well" plans if necessary.

### **2.3.3 COE Award Fee Evaluation**

The Contractor shall develop a process to accomplish semi-annual award fee evaluations wherein assessments are made for individual technical projects in accordance with the applicable Award Fee plan and direction from the ONR Program Officer and/or Fee Determining Official.

## **2.3 COE-Level Meetings and Travel**

NSAM COE personnel shall participate in meetings as directed by the Navy ManTech Director and/or ONR Program Officer. These are expected to include, but are not limited to, the following:

- ManTech "All Hands" or Center Director Meetings - typically 2-3 times annually.
- Candidate Project Selection Meetings - typically once annually.
- Quarterly Program Management Reviews (PMRs) - quarterly with the ONR Program Officer at ONR, the COE, or other site as approved by the Program Officer. Other attendees will be at the option of the ONR Program Officer. Each PMR shall address at a minimum: center financial performance and plans; updates on active projects including information such as technical; progress and accomplishments, schedule status, and adherence to spend plan; technology implementation updates; and planned meetings and activities;. The PMR shall address other technical and programmatic topics as directed by ONR.
- Platform IPT Reviews – Navy ManTech currently holds Platform IPT project review meetings for each platform supported by the Navy ManTech Investment Strategy approximately 2 times per year per platform. To make effective use of ManTech resources, these meetings are often co-located, resulting in a total of 6-10 meetings annually.
- ManTech Conferences/Workshops – as directed by the ONR Program Officer but typically includes the annual Defense Manufacturing Conference (DMC), ShipTech, and other approved conferences/workshops.

## **2.4 COE-Level Deliverables**

The Contractor shall submit COE-level ManTech deliverables as directed by the ONR Program Officer and as specified in the Annual Navy ManTech Guidance, expected to include but not limited to:

- COE Monthly Status Report – monthly
- COE Funding Allocation Spreadsheets – typically semi-annually
- COE Expenditure Estimates – typically semi-annually
- COE Monthly Expenditure Reports (MERs) - monthly

- COE Affordability Assessments – typically semi-annually
- COE Implementation Workbooks – typically annually

## **2.5 COE-Level Data Requirements**

The Contractor shall submit all data requirements as specified in the Contract Data Requirements List (DD Form 1423).

- CDRL A001: COE Quarterly Report
- CDRL A002: COE Award Fee Evaluation
- CDRL A003: Contract Final Report
- CDRL A004: All other ManTech Program deliverables as required

## **2.6 Contractor Manpower Reporting**

The contractor shall report ALL contractor labor hours (including subcontractor labor hours) required for performance of services provided under this Task Order for the Naval Shipbuilding and Advanced Manufacturing Center of Excellence Center Operations via a secure data collection site. The contractor is required to completely fill in all required data fields using the following web address: <http://www.ecmra.mil/>

Reporting inputs will be for the labor executed during the period of performance during each Government fiscal year (FY) which runs October 1 through September 30. While inputs may be reported any time during the FY, all data shall be reported no later than October 31 of each calendar year, beginning with 2013. Contractors may direct questions to the help desk at <http://ecmra.mil/>